

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM****SUBJECT:** Contracts and Bids**DEPARTMENT:** Fiscal Services **DIVISION:** Purchasing and Contracts Division**AUTHORIZED BY:** Ray Hooper **CONTACT:** Ray Hooper **EXT.** 7111

Agenda Date 08/26/03 **Regular** ☐ **Consent** ☒ **Work Session** ☐ **Briefing** ☐
Public Hearing – 1:30 ☐ **Public Hearing – 7:00** ☐

MOTION/RECOMMENDATION:**BACKGROUND:****CONSTRUCTION CONTRACTS**

16. **Award CC-1215-03/TLC – Removal/Construction of Concrete Sidewalk, Curb Cut Ramps, Curb and Gutter within Various Areas of Seminole County to P.L.A.N. Estimating Services of Palm Coast as primary and Gibbs & Register, Inc. of Winter Garden as secondary (Not to exceed \$1,500,000.00 per yr.)**

CC-1215-03/TLC will provide for all labor, materials, equipment, coordination, transportation and incidentals necessary for the removal and/or construction of concrete sidewalk, curb cut ramps, curb and gutter. The intention of Seminole

Reviewed by:**Co Atty:****DFS:** [Signature]**Other:****DCM:** [Signature]**CM:** [Signature]**File No.** CFSP00

County is to group the work locations within the same neighborhood, subdivision or small area and the cumulative total of each area will determine the unit price for each work order.

This project was publicly advertised and the County received three responses. The low bidder, United Enterprises of Seminole County, acknowledged a mistake in bid and requested to withdraw in accordance with the provisions of the solicitation (which allows a bidder to withdraw their bid within 48 hours of bid opening if they made a mistake). The Purchasing and Contracts Division reviewed the bids and determined a mistake on line items 1c, 2c, 3c, 4c, and 5c in both Lots I and II was likely given the low unit price tendered (roughly one-third the prices of the other two bidders).

The Review Committee, comprised of Ira Barrow, Program Manager, Road Operations, and Jimmy Beach, Program Manager, Road Operations evaluated the remaining two submittals. The Review Committee recommends award of the contracts to both the lowest and second lowest priced, responsive, responsible bidders, P.L.A.N. Estimating Services, Palm Coast as primary and Gibbs & Register, Inc., as secondary. Authorization for services under these agreements will be in the form of written Work Orders issued and executed by the County and signed by the Contractor. The not-to-exceed amount of the combined agreements is \$1,500,000.00 per year.

Public Works/Road Operations Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the project and authorize the Chairman to execute the agreements as prepared by the County Attorney's Office with no major deviation of terms and pursuant to the scope of services in the bid documents.

REQUESTS FOR PROPOSALS

17. Award RFP-4197-03/PWM – Irrigation Evaluation Services, to Clear Water Products & Services, Inc. of Winter Springs (Not-to-Exceed \$50,000.00/per year).

RFP-4197-03/PWM will provide services to conduct irrigation audits for residential properties as described in the scope of services.

This project was publicly advertised and, due to the nature of the requirements and specialty of the services, the County only received one proposal from Clear Water Products & Services. Clear Water Products proposed a price of \$400.00 per audit (up to six zones) which would allow for 125 annual audits based on the \$50,000.00 budgeted for these services.

Discussions were conducted by a team consisting of Pete Maley, Purchasing & Contracts; Liz Block, Environmental Services and Gary Rudolph, Environmental

Services with the threefold objective of meeting the St. Johns River Management District regulatory guidelines, maximizing the audit's water savings impact and maximizing the number of audits per year while keeping the audit as comprehensive as possible.

As a result of the negotiations, Clear Water Products revised their price to \$225.00 per audit (up to 10 zones). This will allow for 222 audits per year under the current \$50,000.00 budget amount. The scope of each audit is as follows:

- Test run all irrigation zones to identify plant material being watered by each zone and major repair concerns such as broken or missing spray heads
- Check if the irrigation controller setting meet designated watering days
- Determine water conserving irrigation zone run times
- Identify repairs that will prevent water waste
- Determine the presence of a rain sensor
- Determine the presence of a backflow preventer
- Check operation of the battery backup system for controller
- Increase the customer's awareness and familiarity with their irrigation system.

The Environmental Services Department/ Water-Waste Water Division recommend that the Board award the contract to Clear Water Products and Services Inc. The contract will become effective the date of its execution and will remain in effect for a period of six months. At the sole option of the County, the contract may be renewed for three additional terms not to exceed six months each.

This is a budgeted project and funds are available in account number 087801-53031000 (Water and Sewer, Professional Services). Environmental Services/Water and Sewer Division and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the project and authorize the Chairman to execute the agreement as prepared by the County Attorney's Office as long as the contract does not exceed \$50,000.00 per year.

18. Approve Amendment #1 to Work Order #2 to RFP-4108-01/BJC – Owner's Representation Services Agreement for the Juvenile Justice Center Expansion and Renovation, with ZHA, Inc., Orlando (\$15,000.00).

RFP-4108-01/BJC provides for Owner's Representation Services for various projects within Seminole County. Work Order #2 will provide for the Owner's Representation Services for the Juvenile Justice Center Expansion and Renovation project. The expansion and renovation is being performed by The Collage Company as a design-build project. Amendment #1 will provide for additional Owner's Representation Services for a cost of \$15,000 and the Work Order must remain open until one month after final completion of the construction phase of the project estimated to be in December 2003. The following is a summary of the cost of the Work Order:

Original Work Order Sum	\$80,000.00
Add Amendment #1	<u>15,000.00</u>
Revised Work Order Sum	\$95,000.00

Funds are available in account number 010560-53031000 (Facilities Maintenance, Professional Services) CIP #DN10161X. Administrative Services/Facilities Maintenance and Fiscal Services/Purchasing recommend the Board to approve and authorize the County Manager to execute the Amendment to Work Order #2.

ANNUAL BIDS

- 19. Approve Amendment #2 to A/B-3021-01/GG – Term Contract for Traffic Signals and Systems, with Traffic Control Devices, Altamonte Springs (Primary) and Chinchor Electric, Enterprise (Secondary) (Increase the Not-to-Exceed amount to \$2,246,204.18 per year).**

AB-3021-01/GG provides for the supply and construction of traffic signals, fiber optic cable infrastructure, street lighting and ITS components.

The original contract was approved by the Board of County Commissioners on May 8, 2001 with a not-to-exceed amount of \$896,204.18 for two (2) year base period, and a three (3) year renewal option with a not-to-exceed amount of \$448,102.09 per year. Amendment #2 will provide for an increase to the contract annual's not-to-exceed amount, which is anticipated to be \$1,350,000.00. The revised amount is due to the fact that the contract will be utilized county-wide for numerous projects. Authorization for services by the Contractors will be on an as needed basis and authorized by the County in the form of Purchase Orders. The following is a summary of the cost of the project:

Original Amount	\$ 896,204.18
Amendment #1 (Change in scope)	0.00
Amendment #2	<u>1,350,000.00</u>
Revised Amount	\$2,246,204.18

Public Works/Traffic Engineering, Environmental Services/Water & Sewer and Utilities and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the Purchasing and Contracts Division to notify the Contractors and to issue Purchase Orders on an as needed basis for services required.